



**CITY OF WESTMINSTER
PLANNING AND ZONING COMMISSION
MEETING SUMMARY**

**Thursday, September 8, 2016, at 7 PM
City Hall, 1838 Emerald Hill Lane**

A meeting of the City of Westminster Planning and Zoning Commission was held at City Hall, 1838 Emerald Hill Lane in Westminster, Maryland 21157, on September 8, 2016, at 7 PM.

Chair Peggy Bair, Commissioner Kevin Beaver, Commissioner Lori Welsh-Graham and Commissioner Tom Rio were present. City staff Bill Mackey and Andrew Gray were present. Carroll County Planning Liaison and Comprehensive Planner Scott Graf was present.

A member of the public was present and signed-in: Ms. Karen Black. Dr. Neil Borrelli, Mr. Dean Camlin, Mr. Capuano, Mr. Edmund Cueman, Mr. Marty Hackett, Mrs. Cheryl Kress, Mr. Richard Kress, Mr. Clark Shaffer and Ms. Kelly Shaffer were also present.

Chair Peggy Bair opened the meeting at 7:00 PM. Commissioner Welsh-Graham moved approval of the minutes of the July 14, 2016 meeting. Commissioner Beaver seconded. The motion passed.

Chair Peggy Bair opened Old Business. There were no items under Old Business.

Chair Peggy Bair opened New Business. Mr. Scott Graf noted there was no report this month.

Chair Peggy Bair opened the discussion of the proposed Simplified Site Plan for *Mediterraneo Ristorante Italiano* at 132 West Main Street. Mr. Mackey reviewed the staff memo and staff recommendation. Mr. Camlin, project architect, along with Dr. Neil Borrelli, who represents Mr. Capuano, the applicant, discussed access to the proposed site. The Commission reviewed the proposal and expressed concerns about access and line of sight.

The Commission recommended that the applicant use the same NO ENTRY signs in the same places that the bank had previously. The Commission Chair and other members noted that pass-through traffic would likely move onto Vince's property, as it had done with the bank.

Following the discussion, Commissioner Welsh-Graham moved to approve the Simplified Site Plan with the condition that the northern entrance on Pennsylvania Ave be marked as entry only and the southern as exit only. Commissioner Rio seconded. The motion passed.

Chair Peggy Bair opened the discussion of proposed signage for the Mattress FIRM store at 200 Clifton Boulevard. Mr. Gray reviewed the staff memo and staff recommendation. Commissioner Beaver moved for approval of the proposed signage package. Commissioner Welsh-Graham seconded. The motion passed.

Chair Peggy Bair opened the discussion of the informal presentation by the applicant of a proposed amendment to the general development plan for Wakefield Valley per § 164-188 H (3) of the City Code. Mr. Mackey reviewed the staff report and the process for review. The Commission reviewed the application and the submitted materials by the applicant.

Mr. Clark Shaffer introduced Mr. Richard Kress, the applicant, Mr. Marty Hackett and Ms. Kelly Shaffer. Mr. Shaffer provided an overview of the history of Wakefield Valley and the proposal. Mr. Marty Hackett presented the submitted drawings related to the proposed amendment.

Commission members raised questions about the relation to Bell Road, open space at Carroll Lutheran Village, and the location of the proposed entrance for the proposed development.

Mr. Edmund Cueman stated that he represented the Griswold family. Mr. Cueman requested that the City consider approval of combined utilities to be located under the former golf course property owned by the City to serve both the proposed project and the Griswold family project.

The Chair closed the informal presentation.

Chair Peggy Bair opened the discussion of the staff update. Mr. Mackey briefed the Commission on a proposed revision to the sign code, the recent progress of the Wakefield Valley Task Force, and a preliminary draft of proposed rules and regulations for consideration by the Commission. Mr. Mackey provided copies of the proposed rules and regulations to Commission members.

Chair Peggy Bair opened the comments section of the agenda, noting past discussions with sign applicants requesting larger signs. Commissioner Welsh-Graham reviewed changes to Fall Fest. Commissioner Welsh-Graham expressed concerns about the Commission being notified before proposed ordinances for introduction were brought before the Mayor and Common Council.

The Commission adjourned at 8:55 PM.